

Appendix

**Missouri Student Loan Program
Publications Order Form
Application for Discharge & Closed School**

MOSTARS

Publications

Order Form

MOSTARS is a division of the Missouri Department of Higher Education.

Date of Order: _____

Name: _____

Institution: _____

Street Address: _____

City: _____ State: _____

Zip Code: _____ Phone: _____

My Client Service Representative is:

- ☐ **Judy Cantoni** (Southeastern District)
☐ **Pam King** (Southwestern District)
☐ **Natalee Kinstler** (Northern District)
☐ **I don't know** (If you do not know your client service representative, please call the MOSTARS Information Center at (800) 474-6757 or (573) 751-3940.)

Check One:

- ☐ postsecondary institution • OE code _____
☐ lender • OE code _____
☐ high school
☐ other _____

Return this completed form to:

MOSTARS Publications

3515 Amazonas Drive

Jefferson City, MO 65109

(800) 473-6757 • FAX (573) 751-6635

October 1998

BROCHURES

☐ Missouri Grants, Scholarships, Student Loans
1998-99 Academic Year (1/98) **(575/box)**

☐ The Fundamentals of Financial Aid
(2/98) **(25/package)**

☐ What is MOSTARS? (9/98) **NEW!**

☐ Need Money for College? (9/98) **NEW!**

☐ How to Save and Assist with Paying
for College Costs (1/98)

☐ Federal Family Education Loans for Missouri
Students & Parents (1/98) **(975/box)**

☐ Mastering Repayment of Your Student Loan
(4/98) **(500/box)**

☐ Good News for Defaulted Borrowers
(8/97) **(1,200/box)**

LOAN COUNSELING

☐ Entrance Booklet (12/97) **(120/box)**

☐ Exit Booklet (12/97) **(110/box)**

☐ Loan Counseling Video (11/94)
"What to Know Now That You Owe"

☐ MOSTARS Electronic Entrance Loan
Counseling Brochure & Request Form (9/98) **NEW!**

FOLDER

☐ MOSTARS folder
(4/98) **(300/box)**

In-Office Use Only

Order Taken By: _____

Date Sent: _____ By: _____

LOAN DISCHARGE APPLICATION: SCHOOL CLOSURE**Federal Family Education Loan Program / William D. Ford Federal Direct Loan Program**

WARNING: Any person who knowingly makes a false statement or misrepresentation on this form or on any accompanying documents shall be subject to penalties which may include fines, imprisonment or both, under the U.S. Criminal Code and 20 U.S.C. 1097

OMB No. 1840-0707
Form Approved
Exp. Date 01/31/2002

SECTION 1: BORROWER IDENTIFICATION

If information has been preprinted but is incorrect, please correct and check this box: ☐ If any of the items below were not preprinted, please provide the requested information.

SSN | | | - | | | - | | | |

Name _____

Address _____

City, State, Zip _____

Telephone - Home () _____

Telephone - Other () _____

SECTION 2: STUDENT INFORMATION

Before answering any questions, carefully read the entire form, including the instructions and other information on the following page. If you are a parent applying for discharge of a PLUS loan, begin with Question 1; if you are a student, begin with Question 3.

1. Student's name (last, first, middle initial): _____

2. Student's SSN: | | | - | | | - | | | |

3. Name of closed school: _____

4. Date school closed (if known): | | - | | - | | | |

5. School's address (street, city, state, zip): _____

6. Dates of attendance: From | | - | | - | | | | To | | - | | - | | | |

7. Name of the program of study that you (or, for PLUS borrowers, the student) were enrolled in at the time the school closed: _____

8. Did you (or, for PLUS borrowers, the student) complete the program of study at the closed school? ☐ Yes ☐ No If No, check all reasons that apply:☐ The school closed while you (or, for PLUS borrowers, the student) were still enrolled.☐ You (or, for PLUS borrowers, the student) withdrew from the school on: | | - | | - | | | |☐ You (or, for PLUS borrowers, the student) were on an approved leave of absence (not to exceed 60 days) when the school closed:

From | | - | | - | | | | To | | - | | - | | | |

☐ Other (please explain): _____

9. Did you (or, for PLUS borrowers, the student) complete, or are you (or, for PLUS borrowers, the student) in the process of completing this or a comparable program of study at another school by transferring credits or hours earned at the closed school to another school, or by any other means?

☐ Yes ☐ NoIf Yes, were you (or, for PLUS borrowers, the student) required to start the program over from the beginning? ☐ Yes ☐ No10. Did you (or, for PLUS borrowers, the student) receive any money from the school? ☐ Yes ☐ No ☐ Don't Know

If Yes, give the amount and explain: _____

11. Did the holder of your loan receive any money from the school on your behalf? ☐ Yes ☐ No ☐ Don't Know

If Yes, give the amount and explain: _____

12. Did you (or, for PLUS borrowers, the student) make any monetary claim with, or receive any payment from, the school or any third party in connection with enrollment or attendance at the school? ☐ Yes ☐ No ☐ Don't Know

If Yes, give the name, address, and telephone number of the party with whom the claim was made or from whom payment was received, the amount and status of the claim (if applicable), and the amount of any payment received:

Name/address/telephone number: _____

Amount/status of claim: _____

Amount of payment received: \$

(Write 'none' if no payment was received.)

SECTION 3: BORROWER CERTIFICATION

By my signature below, I certify that:

■ I received FFEL Program or Direct Loan Program loan funds on or after January 1, 1986, to attend (or, if I am a PLUS borrower, for the student to attend) the school identified as "closed school" in Section 2 of this form. Those funds were either received by me directly, or applied as a credit to the amount owed to the school. I (or, if I am a PLUS borrower, the student) was enrolled at that school or on an approved leave of absence (not to exceed 60 days) on the date that it closed, or withdrew from the school not more than 90 days before it closed (or longer if authorized by the U.S. Department of Education). Due to the school's closure, I (or, if I am a PLUS borrower, the student) did not complete the program of study at that school. I (or, if I am a PLUS borrower, the student) did not complete and am not in the process of completing that program of study or a comparable program at another school by transferring credits or hours earned at the closed school to another school, or by any other means by which I (or, if I am a PLUS borrower, the student) benefited from the training provided by the closed school.

■ I have read and agree to the terms and conditions that apply to this loan discharge, as specified in Section 6 on the following page.

■ Under penalty of perjury, all of the information I have provided on this form and in any accompanying documents is true and accurate to the best of my knowledge and belief.

Borrower's Signature: _____

Date: _____

SECTION 4: INSTRUCTIONS FOR COMPLETING THE FORM

Type or print using dark ink. For all dates, give month, day (if known), and year. Show dates as MM-DD-YYYY (for example, 'January 1, 1999' = '01-01-1999'). If you need more space to answer any of the questions, continue on separate sheets of paper attached to this form. Indicate the number of the question(s) you are answering and include your name and social security number (SSN) on all attached pages.

Return the completed form and any attachments to the address shown in Section 8 at the bottom of this page.

SECTION 5: DEFINITIONS

- **The Federal Family Education Loan (FFEL) Program** includes Federal Stafford Loans (both subsidized and unsubsidized), Federal Supplemental Loans for Students (SLS), Federal PLUS Loans, and Federal Consolidation Loans.
- **The William D. Ford Federal Direct Loan (Direct Loan) Program** includes Federal Direct Stafford/Ford Loans (Direct Subsidized Loans), Federal Direct Unsubsidized Stafford/Ford Loans (Direct Unsubsidized Loans), Federal Direct PLUS Loans (Direct PLUS Loans), and Federal Direct Consolidation Loans (Direct Consolidation Loans).
- **The holder** of a borrower's FFEL Program loan(s) may be a lender, a guaranty agency, or the U.S. Department of Education (the Department). The holder of a borrower's Direct Loan Program loan(s) is the Department.
- **Loan discharge** due to school closure cancels the obligation of a borrower (and endorser, if applicable) to repay the remaining outstanding principal, accrued interest, collection costs, and late fees on a FFEL Program or Direct Loan Program loan, and qualifies the borrower for reimbursement of any amounts paid voluntarily or through forced collection on the loan. A loan discharge is also reported to credit bureaus to remove any adverse credit history associated with the loan.
- **The student** refers to the student for whom a parent borrower obtained a Federal PLUS loan or Direct PLUS Loan.
- **Dates of attendance:** The "to" date means the last date that you or the student actually attended the closed school.
- **Program of study** means the instructional program leading to a degree or certificate in which you or the student were enrolled.

SECTION 6: TERMS AND CONDITIONS FOR LOAN DISCHARGE DUE TO SCHOOL CLOSURE

- I will provide, upon request, testimony, a sworn statement, or other documentation reasonably available to me that demonstrates to the satisfaction of the Department or its designee that I meet the qualifications for loan discharge based on school closure, or that supports any representation that I made on this form or on any accompanying documents.
- I agree to cooperate with the Department or its designee regarding any enforcement actions related to my request for loan discharge.
- I understand that my request for loan discharge may be denied, or my discharge may be revoked if I fail to provide testimony, a sworn statement, or documentation upon request, or if I provide testimony, a sworn statement, or documentation that does not support the material representations I have made, or if I (or, if I am a PLUS borrower, the student) completed or am in the process of completing the program of study or a comparable program at another school through transfer of credits or hours from the closed school or by any other means by which I (or, if I am a PLUS borrower, the student) benefited from the training provided by the closed school.
- I further understand that if my loan(s) are discharged based on any false, fictitious, or fraudulent statements that I knowingly made on this form or on any accompanying documents, I may be subject to civil and criminal penalties under applicable federal law.
- I hereby assign and transfer to the Department any right to a refund on the discharged loan(s) that I may have from the school identified in Section 2 of this form and/or any owners, affiliates, or assigns of the school, and from any party that may pay claims for a refund because of the actions of the school, up to the amounts discharged by the Department on my loan(s).

SECTION 7: IMPORTANT NOTICES

Privacy Act Disclosure Notice

The Privacy Act of 1974 (5 U.S.C. 552a) requires that we disclose to you the following information:

The authorities for collecting this information are §428(b)(2)(A) et seq. and §451 et seq. of the Higher Education Act of 1965, as amended (the HEA) (20 U.S.C. §1078(b)(2)(a) et seq. and §1087a et seq.). The principal purpose for collecting this information is to determine whether you are eligible for a discharge of your loan(s) under the Federal Family Education Loan (FFEL) Program and/or the William D. Ford Federal Direct Loan (Direct Loan) Program.

We ask that you provide the information requested on this loan discharge form on a voluntary basis. However, you must provide all of the requested information so that the holder(s) of your loan(s) can determine whether you qualify for a loan discharge.

The information in your file may be disclosed to third parties as authorized under routine uses in the Privacy Act notices called "Title IV Program Files" (originally published on April 12, 1994, Federal Register, Vol. 59, p. 17351) and "National Student Loan Data System" (originally published on December 20, 1994, Federal Register, Vol. 59, p. 65532). Thus, this information may be disclosed to parties that we authorize to assist us in administering the federal student aid programs, including contractors that are required to maintain safeguards under the Privacy Act. Disclosures may also be made for verification of information, determination of eligibility, enforcement of conditions of the loan or grant, debt collection, and the prevention of fraud, waste, and abuse and these disclosures may be made through computer matching programs with other federal agencies. Disclosures may be made to determine the feasibility of entering into computer matching agreements. We may send information to members of Congress if you ask them in writing to help you with federal student aid questions. If we are involved in litigation, we may send information to the Department of Justice (DOJ), a court, adjudicative body, counsel, or witness if the disclosure is related to financial aid and certain other conditions are met. If this information, either alone or with other information, indicates a potential violation of law, we may send it to the appropriate authority for consideration of action and we may disclose to DOJ to get its advice related to the Title IV, HEA programs or questions under the Freedom of Information Act. Disclosures may be made to qualified researchers under Privacy Act safeguards. In some circumstances involving employment decisions, grievances, or complaints or involving decisions regarding the letting of a contract or making of a grant, license, or other benefit, we may send information to an appropriate authority. In limited circumstances, we may disclose to a federal labor organization recognized under 5 U.S.C. Chapter 71.

Because we request your social security number (SSN), we must inform you that we collect your SSN on a voluntary basis, but §484(a)(4) of the HEA (20 U.S.C. 1091(a)(4)) provides that, in order to receive any grant, loan, or work assistance under Title IV of the HEA, a student must provide his or her SSN. Your SSN is used to verify your identity, and as an account number (identifier) throughout the life of your loan(s) so that data may be recorded accurately.

Paperwork Reduction Notice

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a currently valid OMB control number. The valid OMB control number for this information collection is 1840-0707. The time required to complete this information collection is estimated to average 0.5 hours (30 minutes) per response, including the time to review instructions, search existing data resources, gather and maintain the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, DC 20202-4651

If you have any comments or concerns regarding the status of your individual submission of this form, write directly to the address shown below.

SECTION 8: WHERE TO SEND THE COMPLETED LOAN DISCHARGE APPLICATION

**RETURN THE COMPLETED LOAN DISCHARGE APPLICATION AND ANY ATTACHMENTS TO:
(IF NO ADDRESS IS SHOWN, RETURN TO YOUR LOAN HOLDER)**

**IF YOU NEED HELP COMPLETING THIS FORM,
CALL:**